

**AGENDA ITEM:** CLSA System Reference

**ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:**

1. 2000/01 System Population and Membership Figures.
2. Additional 2001/02 CLSA System Reference funding.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the Library of California Board approve the System Population and Membership figures for use in the allocation of System Reference Program funds for the fiscal year 2000/01.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the Library of California Board direct its Chief Executive Officer to seek additional 2000/01 local assistance funding in the amount of \$28,000 for the System Reference Program.

**ISSUE 1:** System Population and Membership Figures for use in the allocation of System Reference funds.

**BACKGROUND:**

Section 20158 of the Administrative Regulations for the System Reference program provides for an annual review and approval of System population and membership figures used in the allocation of System Reference Program funds by the State Board. Section 20106 stipulates that any CLSA funds distributed on the basis of population shall be awarded using the most recently published and available combined estimate for cities and counties from the State Department of Finance. The 2000/01 System population and membership figures are included as Exhibit A to this agenda item.

**ISSUE 2:** Additional 2001/02 System Reference funding.

**BACKGROUND:**

Over the past four years, five libraries have separated from their county systems to form independent library jurisdictions and have joined CLSA Cooperative Library Systems. They are Calabasas, Moreno Valley, Murrieta, Pleasanton and Riverside public libraries. The added cost to the System Reference Program for this gain in members is \$27,888.\*

Each time a newly formed library jurisdiction affiliates with a CLSA Cooperative Library System, the additional cost must be absorbed by the total funds allocated to the System Reference Program baseline budget. As the number of members increases the allocation per member is proportionally reduced. There is no basis in the CLSA Act, to deny System membership because of the increased costs of adding new members. The additional funding reflects only the portion of the total System Reference budget (\$1,877,000) allocated for System membership (\$703,878). See below:

\* The Department of Finance Budget Change Proposal process requires that requested amounts be rounded.

a. System Reference budget allocation for membership	\$703,878
b. Total members before net gain	$\div$ 126
c. Per member share before net gain	\$ 5,586
d. Total members after net gain	x 131
e. Proposed System Reference budget allocation for membership (d x e)	\$731,766
f. <b>Difference in membership portion of System Reference budget(e – a)</b>	<b>\$ 27,888</b>

In fiscal year 1998/99 a budget augmentation was submitted through the BCP process in the amount of \$17,000 for a net increase of three newly formed library jurisdictions that had become members of CLSA Cooperative Systems between fiscal years 1994/95 and 1997/98. Prior to this, System-level programs had been maintaining service levels at the same funding level since fiscal year 1991/92 when a four percent (4%) reduction in the general fund occurred. And since 1983/84, no grants have been provided for new affiliations and no adjustments have been made to support increased membership to date.

## **GENERAL OVERALL PROGRAM UPDATES:**

**CURRENT STATUS:** The CLSA System Reference Program continues to support regional reference services in all 15 CLSA Cooperative Library Systems.

**Review and Discussion of 2000/01 System Plans:** 2000/01 System Plans of Service have been received. Compilations of each of the three service components of the System Reference Program are included as Exhibits B, C and D. A review of the Plans of Service indicates that many Systems are continuing to target children, limited English speaking people, the geographically isolated, and various ethnic groups for the component to improve reference service to the underserved. Systems collectively plan to allocate over \$253,900 from their Reference budgets for this component. (The full text of System Plans of Service is available to Library of California Board members upon request).

Exhibit E is a chart of 2000/01 System Workload estimated by system-level programs. Exhibit F reflects the workload history of the System Reference Program for the past ten years. A population profile is provided as Exhibit G which describes the demographic characteristics of the residents of the System service area.

Serra Cooperative Library System has submitted their final monthly progress report on turn-around time for answers to Interlibrary Reference questions. Their progress report for May indicated that 96.3% of total requests were answered in 10 days or less. In their June report, Judy Swink, Serra Reference Coordinator, reported that the reason for the higher percent in May was because there were fewer questions in May, and because of a failure in their online reference system (Thalia). Many of the questions received in May were entered in June, however, they were counted manually with May statistics. Because of the additional workload in June, caused in part by the online system, statistics showed a turn-around time of only 63%. However, the quarterly (April, May, June) progress report indicated that 83% of total requests were answered in 10 day or less.

**RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:** Summary of 1999/2000 System Annual Reports (November).

Relevant Committee: CLSA Transition  
Staff Liaison: Sandy Habbestad